

1 The Open Space and Trails Committee met on Thursday, September 5, 2019 at Seabrook Public
2 Works and Animal Control Complex Training Room, 1100 Red Bluff Road, Seabrook, Texas to
3 discuss and if appropriate, take action on the agenda items listed below.
4

5 **THOSE PRESENT WERE:**

6 Helen Burton	Chair
7 Sally Antrobus	Vice-Chair
8 John Coggeshall	Member
9 Monica Comeaux	Member
10 Debra Harper	Member
11 David Popken – Ex. Absence	Member
12 Heather Cable	Member
13 Kevin Padgett	Public Works Director
14 Sean Landis	Deputy City Manager
15 Robin Hicks	City Secretary
16 Stephanie Martinez	Executive Administrative Assistant

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18 Chair Helen Burton called the meeting to order at 5:00 p.m.

19 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS**
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21 There were none.
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23 **2. DISCUSSION ITEMS**
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25 **2.1 Discussion on updating the Committee appointment date to January. (Lenio)**
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27 Robin Lenio, City Secretary, stated that all the boards and commissions have various
28 appointment dates. After speaking with the Mayor and City Manager, it is best to have the
29 appointment date of all the boards and commissions all in the same month. With no
30 objections, a resolution will be coming before City Council.
31

32 **2.2 Discussion on recently passed and adopted legislation regarding the Texas Open**
33 **Meetings and Public Information Acts. (Lenio)**

34 Robin Lenio, City Secretary, went over SB 1640 regarding legislative amendments to the
35 Texas Open Meetings Act and SB 944 regarding legislative amendments to the Texas Public
36 Information Act.

37 SB 1640 now defines a “deliberation” of a governing body as including both verbal and
38 written communication, and replaces the violation of “Conspiracy to Circumvent the Act”
39 with a violation known as “Series of Communications”.

SB 944 now formally defines “temporary custodians” of public information and requires that temporary custodians either submit any public information in their possession to the governing body or the governing body’s designee or retain the public information for the required/adopted retention period.

3. COMMITTEE BUSINESS

3.1 Update on recent and ongoing park activities and improvements from Committee members, and park reports from Committee Park Checks. (Committee)

No updated information at the time.

3.2 City Staff update.

Kevin Padgett, Director of Public Works, stated that the oleanders at Baybrook Park have been trimmed. Committee Member Harper stated that the oleanders provided shaded and were a nice buffer from the tennis courts. The oleanders would be easier to maintain if allowed to grow upwards and just trim up instead of trimming across.

The Seabrook prairie will be mowed in the upcoming months.

The City of Seabrook Kids’ Fish event is on Saturday, September 14, 2019 from 10:00am – 12:00pm at Pine Gully Park.

For Celebration Seabrook, the Committee is looking to set up at a City booth.

3.3 Discussion and approval of the Action Item Checklist. (Committee)

- Volunteers: The Committee Members gave their volunteer hours to Chair Burton during the meeting to keep records current.
- Birding Event: Signs for the upcoming bird count have been scattered around town. The next birding class will be October 10, 2019 at 7pm at the Public Works facility and the next bird count will be September 7, 2019 at 9am at Pine Gully Park.
- Mile Maker Trail Map: No updated information at the time.
- Woodlands Regeneration: No updated information at the time.
- Irrigation System at Pine Gully: No updated information at the time.
- Carothers Coastal Gardens Task Force: The next meeting will be on October 2, 2019 at Carothers Coastal Gardens. The house itself has been valued at \$900,000.00. The entire property has been valued at double the given price.
- Fall Sweep: Kevin Padgett, Director of Public Works will recommend some Saturdays in October or November when the Community House is available. Natalie

Stephens, Public Works Administrative Specialist, will order supplies for the event. The cleanup spot will be down NASA.

- Butterfly Garden Sign: The plexiglass cover needs to be replaced on the sign at the Butterfly Garden. The corners have curled up due to the weather.
- Tree Planting Opportunity: Member Coggeshall stated that the application for a tree grant with Apache has been submitted. An anonymous benefactor donated money to Trees for Houston. Because of this donation, Trees for Houston will come to the City and plant the trees. Committee Member Harper recommended trees at Friendship Park behind the bleachers and at Baybrook Park by the pump house. Vice Chair Antrobus recommended trees at Carothers close to the bay near the tennis courts.
- Update on Parks Master Plan: City Staff is working with and continuing their communication with the consultant.
- Making Baybrook Park More Inviting: Committee Member Harper stated that she will get with the Parks Superintendent in regards to an arbor. The picnic table is needed to be repainted. The paint should be a natural color.
- Rotary Funding for Friendship Park: Committee Member Coggeshall brought forth the idea of a canopy shade structure for the playground equipment. These structures are hurricane ready. City Staff liked the shade structure idea. The City is waiting to see how much funds will be received from the Rotary.
- Staff Appreciation Luncheon: The luncheon will be held on October 23, 2019 at 11:30am at Carothers Coastal Gardens. The committee members set the menu for the event.
- (Scouts) Interpretative Sign Covering Project: No scouts have come forward for this project at this time.
- Seabrook Prairie: The prairie will be mowed soon. Committee Member Coggeshall completed the sign for the prairie.
- Keep Texas Beautiful: Chair Burton completed an hour worth of training.
- TPWD Bird Conservation Grant: The Committee awaits the funds arrival. Member Coggeshall and Member Popken will both build a chimney swift tower.
- TxDOT SRTS Sidewalk Grant: The grant application has been submitted. The City Staff and Committee awaits the results.
- HEB Grant for Recycling: Keep Texas Beautiful is partnering with HEB with this recycling grant. This grant needs involvement from schools, scouts, or other youth groups. The money received from this grant can go towards trail restoration, outdoor learning facility at local school, event recycling supplies, and native garden grants, and much more. The committee will start thinking of ideas to apply for this grant next year.
- Trail lighting: This project is ongoing. City Staff is looking at solar powered lights.

**3.4 Approve the minutes of the August 1, 2019 Open Space and Trails Committee meeting.
(Martinez)**

Motion was made by Member Coggeshall and seconded by Member Harper

To approve the minutes of the August 1, 2019 Open Space and Trails Committee meeting

MOTION CARRIED BY UNANIMOUS CONSENT

3.5 Establish future meeting dates and agenda items.

The next meeting will be October 3, 2019.

Upon motion duly made, the meeting was adjourned at 6:01 p.m.



Sally Antrobus,
Vice-Chair



Stephanie Martinez,
Executive Administrative Assistant